

**Department of Workforce Services
Office of Child Care Advisory Committee
Minutes for Wednesday May 11, 2016**

Committee Attendees:

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| Simon Bolivar | Debbie Tilley | Julia Mohr |
| Katie Ricord | Ilse Wilson | Tess Davis |
| Sue Okroy | Jill Chesley-McGinnis | Jodi Hansen |
| Emilie Holdaway (Kelly Riding) | | |

Guests:

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| Crystal Knippers | Sara Hansen | Carolyn Christensen |
| Kathleen Sanders | Donna Thomas | Austin Roy |
| Devin Parcell | Bobbie Crabtree | |

Welcome

Introductions were made around the room

Motion to approve minutes from March

Motion- Katie Ricord

Second- Simon Bolivar

Approved

Agency Reports

Licensing Update

Simon Bolivar reviewed the Licensing web site and the Serious Injuries and Deaths report is now available. The Rules and Interpretation manual is ready. The Next Gen Background Check is beginning, in July there will be a yearly charge of \$52.75. Hard copies and live scan prints are the only two options available. Anyone younger than 18 who is an assistant caregiver must have fingerprints completed.

USOE

Sue Okroy stated the Pre K pamphlets are available. If you would like any, contact her to arrange pick up.

Early Childhood Utah

Carolyn Christensen stated that E-kids has been launched.

Professional Development Report

Bobbi Crabtree stated that the application and requirements for coaches has been finalized. The final draft of the Professional Activities Matrix and application has been edited. Professional Activities will be accepted for Career Ladder credit starting July 1st. Carolyn Christensen recapped last year's Cross-Sector Professional Development Summit and invited committee members to attend this year on June 14th.

We discussed procedures for adopting commercial curriculums, how much standardization is required, and whether or not the local CACs are obligated to purchase all approved curriculums. This discussion will continue.

Emilie Holdaway UAN

The Utah Afterschool Network (UAN) received a grant to implement a STEM coaching pilot. UAN in partnership with the Utah State Board of Education is focusing some professional development opportunities on behavior management for afterschool providers as well as implementing an online training platform for other training. Revisions to the Afterschool Professional Credential have been made and will be released in August 2016.

Director Reports

Tracy Gruber announced the State Plan has been submitted, and received positive feedback from the Feds. IGP data is being presented to the counties with the highest percentage of poverty. The budget was reviewed and a motion is needed for approval.

Motion- Julia Mohr

Second-Katie Ricord

Approved

Assistant Director Reports

Kathy Link discussed the process and the applications for the High Quality School Readiness Grants and Scholarships.

OCC Program Reports

Subsidy Program

Ann Stockham stated nothing new to report and all changes will meet the Oct 1st federal deadline.

Early Childhood Quality

JoEllen Robbins stated the CAC website is changing, an email blast will be sent out to inform providers. CAC has finished the indicators grants.

Afterschool Quality

Tricia Davis stated that the Utah Afterschool Network now has four Out of School Time Specialists and UAN has a grant which allows them to hire one STEM person.

Head Start State Collaboration Office

Kellie Kohler shared her survey that she is sending out to the head start programs. There will be a smaller survey she will share with everyone to get feedback for her five year plan.

Adjourn see you in September